



## GHPS School Board Meeting Minutes

<b>Meeting</b>	14 <sup>th</sup> March 2023
<b>Location</b>	GHPS Boardroom
<b>Membership</b>	Cameron Maitland (CM), Faye Morgan (FM), Suzanna Robertson(SR), Paul Luck (PL), Matthew Snell (MS), Janessa Wason (JW), Alyssa Reaveley (AR), Leah Andrews (LA), Sue Saville (SS), Rachael Bolton (RBo) Lauren Johnson (LJ), Kym Buckingham(KB), Janelle Sewell (JS), Jasmyn Hall (JH)
<b>Chairperson</b>	Suzanna Robertson
<b>Minutes</b>	Matt Snell
<b>Next Meeting</b>	Monday 29th May , 2023
<b>Record of Attendance</b>	Apologies: Janelle Sewell, Paul Luck

	Item	Minutes Comment	Person	Document	Time
1	<b>Welcome &amp; Apologies</b>				
	1.1 Acknowledgement of traditional owners  <i>"We are meeting today on the traditional land of the Whadjuk people of the Noongar nation. It is a privilege to be standing on Noongar country and we pay our respects to the elders past and present."</i>	Noting	Chair		1
	1.2 Quorum, Introductions, declarations of conflict of interest and Code of Conduct	<b>ACTION MS</b> <b>Table Code of Conduct at next meeting</b>	Chair and Board Members		5
	1.3 Welcome Guests and New Board Members	Welcome Stacey Conway – Manager Corporate Services Leah Andrews, Alyssa Reaveley – Staff Representative <b>ACTION SR</b>			

	Item	Minutes Comment	Person	Document	Time
		<p>Meet with LA and AR before next meeting to induct.</p> <p><b>ACTION MS</b></p> <p>Prepare files for all Board Members. (Not FM)</p>			
<b>2</b>	<b>Presentations</b>				
	2.1 School Financial Report	<p>Stacey Conway presented school financial position 2023.</p> <p>Noted 82% voluntary contribution rate.</p> <p>Discussion regarding extra \$2 charge due to error from Scholastic.</p> <p><b>ACTION MS</b></p> <p>Note in newsletter regarding extra \$2 charge and acknowledgment of corporate services staff for always being helpful and friendly.</p>	Stacey Conway		10
<b>3</b>	<b>Board matters</b>				
	3.1 Terms of Reference	<p>Reminder</p> <p>FM step down Semester 1</p> <p>SR and LJ to stay on for year.</p>	Chair	TOR Statement of Expectation Member List	10
	3.2 Member Terms / Succession Planning	<p>Co-Chair to be implemented Semester 2.</p> <p><b>ACTION MS</b></p> <p>Advertise Semester 2 for 3 new Board members for soft start in Term 4.</p>			
	3.3 School Events – Board attendance	<p>ANZAC Ceremony</p> <p>FM, SR, JW, KB to attend.</p> <p>Please confirm attendance so a seat can be allocated.</p>			

	Item	Minutes Comment	Person	Document	Time
		Cross Country FM, KB to attend others welcome			
<b>4</b>	<b>Strategic matters for discussion</b>				
	4.1 School Board Strategic Plan - 2022 Progress toward Targets	Discussion on each action and Milestone. <b>ACTION SR</b> Collate notes and rework Strategic Plan for 2023	Principal Chair	Board Strategic Plan	
<b>5</b>	<b>Standing Items</b>				
	5.1 Acceptance of the previous meeting's minutes	Agreement Moved CM Second FM	Chair		2
	5.2 Noting of Circulating Resolutions (out of session motions) – if applicable	NIL	Chair		0
	5.3. Financial Report <ul style="list-style-type: none"> <li>School Financial Position submitted</li> <li>2023 School Budget</li> </ul>	Noting Endorsed Moved SR Second JW	MCS	School Budget Report School One line Budget report	10
	5.4 Correspondence <ul style="list-style-type: none"> <li>Correspondence in</li> <li>Correspondence out</li> </ul>	NIL	Chair		2
	5.5 Committee Reports <ul style="list-style-type: none"> <li>P&amp;C Report</li> </ul>	AGM Wed 22/3 Call for new President, V/President, and Secretary. Crosswalk Update Active Term 2 Freda And Julie employed in the Canteen	P&C Rep		5

	Item	Minutes Comment	Person	Document	Time
6	<b>Other Matters for Discussion</b>				
	6.1 50 Year Celebrations (2023)	Discussion on event in Term 3. Sub committee to be formed to organise this.	Chair		5
	6.2 School Reporting Afternoon and School Closure	Approved Wednesday 29 <sup>th</sup> March, 2023	Chair		2
	6.3 Building Program Update and Timeline	B Block on track despite delays. Staffroom behind schedule due to compliance issues regarding ambulant toilets. A Block complete Priority for B Block to be completed on schedule.	Principal		10
	6.4 Business Action Items	Carried over	Chair		10
	6.5 Future meeting dates • 29 <sup>th</sup> May, 2023 • 4 <sup>th</sup> September, 2023 • 30 <sup>th</sup> October, 2023 7 <sup>th</sup> December, 2023 (Dinner)	Approved	Chair		2
7	<b>General Business</b>				
	7.1 Friday Afternoon Clubs	Feeling in community is that these are being very well received by students and parents and it is a great opportunity for the students to access other activities.	KB		5
8	<b>Close</b>	8:20pm			
	<b>NEXT MEETING:</b> 29 <sup>th</sup> May, 2023				

Signed

Board Chair

*K. Stoen*

Date

22/5/23

Principal

*[Signature]*

Date

22/5/2023